

# 9-1-1 Advisory Board Meeting

## January 15, 2020

1. **CALL TO ORDER** – The Greene County 9-1-1 Advisory Board was called to order by Vice Chair Moore on January 15, 2020 at 3:00 p.m. in the Public Safety Center, 9-1-1 Conference room at 330 W. Scott Street, Springfield, MO 65802. Eight board members and proxies were in attendance. *Attendance details in Attachment.*
2. **APPROVAL –December 18, 2019 Meeting Minutes** – Moore indicated a draft of the meeting minutes were distributed to the board members for review prior to the meeting. Quigley motioned to approve the minutes, Coulter seconded. Motion carried 8/0.

### 3. STATUS UPDATES

**Financial Reports** - Financial Reports - The written report for the November Financials were presented by Budget Officer Jeff Scott. November represents 91.67% of the year. Sales Tax is on pace and the addition of Prepaid Phone Tax has put revenues ahead of budget. Overall expenditures were 85% of budget. Personnel expenditures were 85% of budget leaving a vacancy on pace to \$663,712.14. This is well over the budgeted vacancy of \$276,000. Actual operations were 95% of budget. This is ahead of pace due to CAD Maintenance, Network Line, Springfield All Overhead, and Office Supplies. Capital, Debt Service & Contingency were 1.8% of budget. When making adjustments for one-time expenses (Gen Liab, Tele, Spfd All OvrHd, CAD Sys Maint) expenses are 85% of budget. With contingency removed Adjusted YTD Overall Budget is \$5,750,277.39 and Adjusted Overall YTD Spending is \$5,084,462.55 for a \$665,814.85 volume to the good. Cash balance at 11/30/19 consisted of the \$300,000.00 equipment reserve and \$4,409,910 in the warrant account. This is \$763,493 higher than last year. Uncleared checks at month-end totaled \$1,076.57. This leaves a net cash value of \$4,708,833. Net cash level is 3.16 times larger than required operating reserve level of \$1,490,156.

Written by Jeff Scott, Greene County Budget Office \*

### 4. OLD BUSINESS

- A. **Emergency Communications Department Update – Webb** – The December monthly “Atta’s” and compliments were passed around. There were no external complaints during the month of December. Webb noted Guardian Tracking was implemented at the beginning of January. He stated the 9-1-1 Telecommunicator position was posted on January 10<sup>th</sup>.
- B. **P1CAD and Statistics Update –Webb**– The December and Year-to-Date 9-1-1 Reports were provided. Webb noted the Springfield-Greene County 9-1-1 call takers are currently at 87.08% of the calls answered in ten seconds and Text-to-911 calls are up 2.5% compared to last year. He stated they are currently working on the CAD upgrade to correct status monitor issues that were being experienced.

## 5. NEW BUSINESS

**A. Director of Emergency Communications Job Description –Quigley–** Quigley noted the updated job description was emailed to the board from Executive Secretary Megan Cunningham prior to the meeting. He stated additional time managing was added to the job description to make it comparative to other department heads within the City. Quigley noted the job will be posted on Friday, January 17<sup>th</sup>.

**6. ADJOURNMENT --** With no further business to discuss, the meeting was adjourned at approximately 3:19 p.m. Langley motioned to adjourn, Wade seconded. Motion carried 8/0.

The next scheduled meeting will be **Wednesday, February 19, 2020 at 3:00 p.m.** 9-1-1 Conference Room, second floor of the Public Safety Center.

*Attachment 1*

**Present**

Vance Holland-Proxy Springfield Police Department Representative  
 Lindsay Mericle Greene County Municipality Representative  
 Bryan Newberry-Proxy Springfield Fire Department Representative  
 Chris Coulter Greene County Commission Representative  
 Debi Wade-Proxy Greene County Sheriff's Office Representative  
 Scott Moore Greene County Fire District Representative  
 Lisa Langley Member-at-Large Representative  
 Collin Quigley City of Springfield Representative

**Absent**

Sarah Schrader Springfield Business Representative

**Non-Voting Members Attendance**

JR Webb Springfield - Greene County Emergency Communications Department  
 Megan Cunningham Springfield - Greene County Emergency Communications Department  
 Jeff Scott Greene County Budget Office

|                  | Jan 2020 | Feb 2019 | Mar 2019 | Apr 2019 | May 2019 | June 2019 | July 2019 | Aug 2019 | Sep 2019 | Oct 2019 | Nov 2019 | Dec 2019 | Present 19 | Present 20 | Absent 19 | Absent 20 | Proxy 19 | Proxy 20 |
|------------------|----------|----------|----------|----------|----------|-----------|-----------|----------|----------|----------|----------|----------|------------|------------|-----------|-----------|----------|----------|
| David Pennington | P        | 1        | 1        | 1        | 1        | 1         | 1         | 1        | 1        | 1        | 1        | 1        | 12         | 0          | 0         | 0         | 0        | 1        |
| Jim Arnott       | P        | P        | P        | P        | P        | P         | P         | P        | 1        | P        | P        | 1        | 2          | 0          | 0         | 0         | 1        | 1        |
| Sara Schrader    | A        | 1        | 1        | 1        | 1        | 1         | A         | 1        | 1        | A        | 1        | 1        | 10         | 1          | 2         | 1         | 0        | 0        |
| Lisa Langley     | 1        | 1        | A        | 1        | A        | 1         | A         | 1        | A        | 1        | 1        | 1        | 8          | 1          | 4         | 0         | 0        | 0        |
| Lindsey Mericle  | 1        | 1        | 1        | P        | 1        | 1         | 1         | 1        | 1        | 1        | 1        | 1        | 11         | 1          | 0         | 0         | 1        | 0        |
| Scott Moore      | 1        | 1        | 1        | A        | 1        | 1         | 1         | 1        | 1        | 1        | P        | 1        | 10         | 1          | 1         | 0         | 1        | 0        |
| Collin Quigley   | 1        | 1        | 1        | 1        | 1        | A         | 1         | 1        | 1        | A        | 1        | 1        | 9          | 1          | 3         | 0         | 0        | 0        |
| Chris Coulter    | 1        | 1        | A        | 1        | 1        | 1         | 1         | A        | P        | 1        | A        | 1        | 8          | 1          | 3         | 0         | 1        | 0        |
| Paul Williams    | P        | 1        | P        | 1        | 1        | 1         | 1         | 1        | P        | 1        | 1        | 1        | 10         | 0          | 0         | 0         | 2        | 1        |